



CITY OF AKRON, OHIO
POLICE DIVISION
JAMES D. NICE, CHIEF OF POLICE

NUMBER P-2011-015	EFFECTIVE DATE October 31, 2011	RESCINDS P-09-015 Issued 12-31-09
SUBJECT Special Weapons and Tactics (SWAT) Operations Procedure	ISSUING AUTHORITY Chief James D. Nice	

I. POLICY

The SWAT Unit will be utilized in situations where specialized tactics are necessary to bring about an effective resolution.

II. DEFINITIONS

- A. SWAT Unit – A part-time unit of volunteer officers specially trained to respond to unusual police problems. The unit is commanded by a captain or lieutenant and consists of a number of supervisors as deemed appropriate by the Police Department.
- B. SWAT negotiator – Officers specially trained in negotiations who works closely with the SWAT Unit.
- C. SWAT team leader – A sergeant or senior patrol officer assigned as the leader of a team of approximately five officers.
- D. SWAT team – A team leader and approximately five officers who are assigned specific duties in a SWAT operation.
- E. SWAT commander – The ranking SWAT officer on-the-scene of a Signal 100. All SWAT personnel, including the tactical team, negotiators, medics, and personnel assigned to the inner perimeter are under the direction of the SWAT commander.
- F. Situation commander – The ranking supervisor on-the-scene of the Signal 100. This officer is responsible for the entire police operation.
- G. Command post – The field headquarters of a police operation from which the situation commander directs operations.
- H. Outer perimeter – That area, out of the range of the scene, and from where civilians may not pass inward. Plainclothes personnel are restricted to this area unless permission to pass further inward is granted by the situation commander.
- I. Middle perimeter – That area, relatively safe and hidden from view of the immediate scene, which contains the police command post and is restricted to police personnel.
- J. Inner perimeter – This area contains only personnel authorized by the SWAT commander.

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III. PROCEDURE

A. ACTIVATION

1. Spontaneous events

- a. Any supervisor recognizing the need, may request the services of the SWAT Unit through the Safety Communications Center.
- b. If a suspect is believed to be armed, barricaded, or has taken a hostage, the SWAT Unit should be activated and respond to the scene. If it cannot be clearly determined then it is at the discretion of the responding supervisor whether the SWAT Unit shall be activated.

2. Preplanned search and arrest warrants

- a. Prior to serving a search or arrest warrant, officers shall consider the following:
 - 1) The criminal history of the suspect.
 - 2) Whether the location has been fortified or has surveillance equipment; i.e., security cameras, etc.
 - 3) The likelihood that firearms will be present.
- b. If any of the above conditions exist, a supervisor from the SWAT Unit shall be consulted and the SWAT commander will make the determination if the SWAT Unit should be used.
- c. When time allows, the SWAT supervisor should be notified of the pending warrant service at least three days prior to the date of the planned event. This allows time for the SWAT Unit to plan for the operation.

B. OFFICER'S RESPONSIBILITIES

1. Contain the problem to the smallest area possible.
2. Communicate all information as quickly as possible to the dispatcher and request that a supervisor respond.
3. Evacuate civilians from the area, if necessary and practical.
4. In the event of a hostage or barricaded situation, safely attempt to establish some form of communication with the suspect.
5. Detain witnesses for interview.
6. Maintain firearms discipline and take cover.

C. SUPERVISOR'S RESPONSIBILITIES

1. Respond to the scene, assess the situation, and determine if the SWAT Unit is needed.

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2. Ensure that the shift commander is notified.
3. Supervise any evacuation process, insuring that any witnesses are held for statements.
4. Establish a site for the command post.
5. Establish the preliminary inner, middle, and outer perimeters.
6. Brief the situation commander.

D. SITUATION COMMANDER'S RESPONSIBILITIES

1. The rules and regulations of this division denote that the ranking officer at the scene is in command. Some of his authority must be delegated to the SWAT commander or he cannot function. It is recognized that the situation commander can, at any time, by virtue of his rank, assume command of all personnel, including SWAT personnel. In order to do so, however, he must formally relieve the SWAT commander of his duty.
2. Ensure that all unauthorized personnel are restricted to the outer perimeter.
3. Control news media access by limiting them to the outer perimeter. When possible, the Police Information Officer should be contacted to address the media and assist in establishing a staging area for them.
4. Brief the SWAT commander.
5. Assign all uniformed officers relieved by SWAT personnel to tasks consistent with the operation or return them to service. All support personnel assigned to the middle and outer perimeter are responsible to the situation commander.
6. Assist the SWAT commander as requested.
7. If the SWAT commander is the ranking on scene supervisor, then the situation commander's duties are assigned to the ranking uniformed supervisor not directly involved in SWAT operation.

E. SAFETY COMMUNICATIONS POLICE SUPERVISOR'S RESPONSIBILITIES

1. Move all radio traffic related to the incident to another channel.
2. Assign personnel to monitor the radio traffic on the designated channel.
3. Maintain a log of SWAT personnel that have been notified and are responding.
4. Ensure that the SWAT operation is announced twice over all dispatch channels and send a message to all MDT's announcing a Signal 100 and location.
5. Ensure that a group notification is initiated to all SWAT members.
6. Ensure SWAT tactical medics are notified of the Signal 100, the location, and are responding.

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7. Ensure at least two SWAT negotiators have been notified of the Signal 100, the location, and are responding.

F. SUGGESTED SWAT PERSONNEL MINIMUMS FOR SIGNAL 100

1. The SWAT commander or team leader will make the determination as to how many members are necessary.
2. The following is to be used only as a guide when a Signal 100 is called:
 - a. SWAT commander and assistant commander. Team leaders can fill these roles in the event that the commanders are unable to be notified. However, efforts to reach the SWAT commander and assistant commander should continue to be made.
 - b. Minimum of two team leaders.
 - c. Minimum of two snipers.
 - d. Twelve additional personnel, any mix of team leader and operators.
 - e. Two SWAT medics.
 - f. Two SWAT negotiators.

By Order Of,

James D. Nice
James D. Nice
Chief of Police

Date October 13, 2011